

## **IHCDA CDBG 2013 OOR Changes from Round 1 to Round 2**

January 3, 2014

The following minor changes have been made from the IHCDA CDBG OOR Round 1 application forms and policy to the Round 2 application forms and policy. For the entire application policy, please refer to the IHCDA CDBG 2013 OOR Application Packet.

### Eligible Applicants:

- Made formatting changes to the Eligible Applicants chart for clarification purposes.

### Application Review:

- Clarified the manner in which the IHCDA Production Team reviews the applications. We review the application for completeness, published threshold criteria and published scoring criteria. After reviewing the applications for both threshold and score, the Analyst will send a letter allowing for the applicant to clarify any threshold and/or scoring issues. This is what occurred in the 2013 CDBG OOR Round 1 but the policy was not entirely clear about whether we clarified scoring issues.

### OOR Program Requirements:

- Added reference to “limited English proficient persons” or “LEP” requirements.

### Threshold:

- Removed threshold criteria from scoring. The IHCDA Real Estate Production team will review threshold and scoring criteria at the same time and will address clarifications for both on the same letter, as indicated above. Applicants will have the opportunity to respond to both threshold and scoring clarifications.
- Created readiness threshold criteria by removing the non-scored Public Hearing and Predevelopment Activities questions from the Readiness tab/score category in the application forms and added them as threshold criteria.
- Environmental Review (ER) – Part 1 of the ER is required as part of Threshold for the application. This is Exhibits A-F. If the applicant receives an award, then the applicant will work with the IHCDA Design and Construction Manager/Environmental Review Officers in order to complete the remainder of the ER. The publisher’s affidavit is still required as part of threshold. Submitting site specific ER forms, site specific photographs and the OOR priority list is optional at time of application but will be required later if an award is made.
- Displacement Assessment and Plan – updated the tabs in the Application Forms and added a reference to the threshold criteria.

#### Scoring:

- The total possible score is now 105, previously 115 total points. Ten points were removed with the removal of the Unique Features and Partnership questions (more details below).
- An application must score at least 70 points to be considered for funding.
- Project Characteristics:
  - Increased the Constituency Served from 30% to 40% AMI. No points in this category were affected by this change.
- Readiness:
  - Removed the non-scored Public Hearing and Predevelopment Activities questions from the Readiness tab/score category in the application forms and added them as threshold criteria. No points in this category were affected by this change.
- Capacity:
  - Trainings – removed time limit for the trainings (was in the past 24 months, now can have had the training at any time in the past)
  - Experience – changed from past three years to past five years.
  - Previous IHCD Award Experience – updated the chart in the application forms to include a space for the applicant to indicate their number of points and the IHCD award number
- Unique Features and Partnerships:
  - Deleted this entire scoring section, resulting in a decrease of a total of 10 points for the application
    - Deleted MOU for Energizing Indiana. (- 2.5 points)
    - Deleted MOU for AAA. (- 2.5 points)
    - Deleted unique features. (- 5 points)
  - There is still an opportunity for the applicant to describe any unique features to the proposed OOR program in the narrative section of the application, however this is no longer a scored category.

#### Appendices:

- Removed MOU template forms for AAA and Energize Indiana.
- Updated the OOR Priority List.